

**PLANNING COMMISSION
MEETING MINUTES
Monday, February 7, 2022**

I. Call to Order and Roll Call

The Meeting of the Planning Commission was called to order at 7:01 PM by Chairman Matt Kowalski with roll call:

Matt Kowalski, Chair
Allison Heatly
Chet Hill

Thomas Phillips
Kyle Marsh
Wa Hubbard, Ex-officio

Jim Carty-ABS
Karen Roberts
Dustin Wise

Student Reps: Isabella Malek-ABS and Stuart Bovich present

Also present: Michelle Aniol, Community Development Manager, Megan Masson-Minock, Consulting Planner, Pamela Weber, Recording Secretary, Ashley Elliston-Cowher, Recording Secretary

Also attending remotely: Marcus McNamara, Civil Engineer; Mike Auerbach, CWA; Donna Fisher, City Council Member

II. Action on Meeting minutes from: Regular Meeting Minutes – January 4, 2022

Motion; Hill support Heatley to approve the January 4, 2021 Regular Meeting Minutes as presented.
Unanimous voice vote approval.

III. Approval of agenda

Motion; Wise: support Marsh to approve the agenda as presented.
Unanimous voice vote approval.

IV. Public Hearing(s) – None

V. Pre-Arranged Participation - None

VI. Reports of Officers:

A. Chairman Report-None

B. Planning Commissioners and Council Ex officio Reports

- a. Mr. Marsh: Went to St. Augustine and Savannah
- b. Mr. Hill: ZBA did not meet
- c. Ms. Hubbard: City Council approved two signal timing assessments. 2022-2023 goal work sessions began last Saturday. There was discussion of a community survey. Josh Tanghe is the new Assistant to the City Manager. City is Interviewing for a new Associate Planner. The Farmer's Market Manager resigned and she is moving back to Colorado. The new position is Recreation Coordinator.

C. Committee Reports - none

D. Community Development Office Reports – CDM

- a. Ms. Aniol reported the Mill Creek Brewery plan came in as a site plan today. They are not proposing a bridge at this time.

VII. Citizen Wishing to Address the Commission (Non-Arranged Participation) - None

VIII. Old Business –

- A. Zoning Ordinance Update from Sub-Committee: Review of 13th ZO Update Sub-Committee Meeting (February 7, 2022), which include review and discussion of the second draft of all ordinance changes and action on questions outlined in CWA memo, dated January 31, 2022, and including in ZO Update Sub-Committee Agenda and Packet.

- Ms. Masson-Minock thanked the sub-committee and asked for Updated zoning ordinance concerns/likes/dislikes.
 - Ms. Heatley: I want to learn more about form-based zoning.
 - Ms. Hubbard: I want to make sure everyone understands form-based zoning.
 - Ms. Roberts: There is so much here, how will it get communicated?
 - Mr. Wise: Lots of reading and they did a nice job separating it out.
 - How do we communicate our questions?
 - Ms. Aniol informed the Commission the expectation is that this is done by the end of the fiscal year which is June 30th. There are council votes and public hearings that have to happen before finalization.
 - Mr. Marsh: I have many questions. The things we have touched, we have done a nice job on.
 - Mr. Hill: This is an amazing document. My former comments have not been included thus far. Should comments be circulated to other than Ms. Aniol and Ms. Masson-Minock? Michelle will look into the missing information.
 - Mr. Kowalski: why did we change parking from square footage to the number of seats and increase parking requirements? What is the rationale? Ms. Masson-Minock commented the goal was to decrease parking regulations. I have landscape questions as well. I like the form-based process. The explanations are good.
 - Mr. Phillips: The substance of the ordinance has not changed. It is more formatting and the form-based code. I recommend seeing the changes emphasized so people understand that the substance has not changed. I continue to advocate for not having duplicate information that is already in the building code, such as handicapped parking spaces (already covered elsewhere).
 - Mr. Bovich: It seems like there should be an update.

Main items for discussion:

- Lot sizes (width is changing) big change from 60' to 49.5', may have to change the lot coverage from 30% to 40%
- Front Porch or stoop: Should we require one and if so, should it count toward lot coverage? Can it encroach into a setback?
 - Commission consensus is to encourage, but not require front porch or stoop for single family homes.
 - Requirements should be for health and safety reasons not just because we like them.
- Subdivision ordinance only kicks in when meeting specific requirements for

The number of lots in a formerly large area. Block length and future land use. Minimum requirements for residential vs. commercial. Recommend allowing for planner flexibility and creativity.

- Environmental Provisions: over 5 acres must have an environmental impact study.

The worksheet will help developers and applicants through the allowed use of a particular plot of land. We are doing all of this to preserve the character of Dexter.

B. CIP FY2022-2027 – Review and discussion of summary of updates to Capital Improvements Plan.

a. Yellow highlighted items are changing

C. Discussion: PaRC Questions regarding Mill Creek Park North. Commissioners Marsh and Phillips will represent the Planning Commission at the next PaRC meeting. The Planning Commission provided the following feedback for Commissioners Marsh and Thomas to take to the meeting:

- How do we enhance active recreation and play in this park?
 - There are a limited number of public basketball courts available
 - Should we consider ping-pong tables?
 - An activity center open to kids (incorporated with bathrooms)
 - Or, build a bathroom into the hillside so it is not a big building.
 - Look at this park in phases because of future changes that are inevitable.
- How do we make this park a centerpiece?
 - Who are the intended users (young kids or older kids)?
 - Think about the future of that area (fire station will likely be gone)
 - Nicer seating for picnicking. Basketball courts would take away the natural aspect of the area.
 - Small pavilion?
- How do we integrate the other points of interest in the area (Farmers Market, B2B, downtown, Trail)?
- How do we make this area accessible?
 - People go down the driveway and it is not safe. Figure out something to get people safely down the hill. We need bathrooms. Do we need 6 kayak drop-off designated parking spots?
- What challenges do you currently see or experience with the park?
 - The location is not very visible. Make it more known as a park.
 - It is a park that slants toward nature and would like it to keep that charm. Do not want to ruin it.
 - Do not necessarily want to over activate that park. Enhance it but do not make it busier. It is quiet and tucked away.
- How would you like to see the park used, and what, if any, are the barriers to that use?
 - Can we add rotating art?
 - Possibly replace some of the wood with precast for longevity.
- With potential improvements to the park, do you foresee any unintended consequences or are there anything that would like to make sure is protected or preserved?

IX. New Business –

A. Discussion: Outdoor Service Area barricades.

- Review of photos, discussion of aesthetics, barrier types, etc.

- The current barricades are rented and temporary, put up in the spring and taken down in the fall. The orange/white barricades are water filled and easier to move and store.
- If we purchase the orange/white barricades they can be painted. Painting would likely be an annual need.
- If approved, DDA would purchase these for the businesses.
- Slip covers would be most cost effective.
- What about removable bollards? There is a concern about child safety with gaps between bollards. We would have to have chains or something in between.

X. Proposed business for Monday, March, 7, 2022:

- A. Mill Creek Brewery Site Plan and Special Land Use Review (anticipated)
- B. CIP 2022-2027 – Draft Review

XI. Citizens wishing to address the Commission – None

XII. Adjournment

Motion Wise; support Roberts to adjourn at 9:11 PM
Unanimous voice vote approval.

Respectfully submitted,

Pamela Weber
Recording Secretary

Approved for Filing: March 7, 2022